Setting Up Your Care Notebook

1. Gather the information you already have.
   a. Gather any health information you already have about your child, including
      i. Reports from doctors’ visits
      ii. Summaries of hospital stays
      iii. This year’s IEP, BIP, FBA, etc.
      iv. Medical test results
      v. Educational test results
      vi. Immunization records
      vii. Dated prescription medication information sheets
      viii. Your child’s fingerprints, if you have them

2. Decide what information about your child is important to keep in the Notebook.
   a. What do you need to look up the most often?
   b. What do members of your child’s team(s) need?

3. Review your Notebook prior to doctor appointments or when needed. Keep the information updated as necessary.